

SENIOR UTILITIES MAINTENANCE MECHANIC

DEFINITION

To perform the more responsible duties involving the maintenance of water and wastewater utilities; to supervise other mechanics, electricians, and laborers; and to perform related work as required.

SUPERVISION RECEIVED AND EXERCISED

Direct supervision is provided by the Utilities Maintenance Supervisor or by management personnel at the water pollution control facility.

Responsibilities include direct supervision of the activities of electricians, maintenance mechanics and laborers.

EXAMPLES OF DUTIES

Depending upon assignment, duties may include but are not limited to the following:

1. Supervises, directs and leads a group of mechanics, electricians and laborers involved in the maintenance of water and wastewater facilities.
2. Determines priority of work and modifies standing assignments as needed.
3. Plans and implements training for utilities maintenance personnel.
4. Provides working lead direction to utilities maintenance personnel in performing overhaul, repair, maintenance and testing activities.
5. Requisitions parts, materials and supplies.
6. Assumes responsibility for the on-going safe and effective work of the utilities maintenance group.
7. Supervises, instructs, evaluates and recommends discipline for subordinates.
8. Performs routine plant equipment inspections and analyzes records and operator reports to ascertain needed mechanical repairs.

9. Utilizes a computerized preventive maintenance program.
10. Performs duties similar to those performed by maintenance mechanics as needed.

QUALIFICATIONS

Knowledge, Abilities and Skills

- A. Knowledge of the tools, equipment and methods used in water and wastewater facilities.
- B. Knowledge of accepted supervisory, safety and training practices.
- C. Ability to effectively instruct, motivate and lead the work of subordinates.
- D. Ability to recognize faulty equipment and relative seriousness of equipment defects and breakdowns.
- E. Ability to utilize drawings and schematics to effectively analyze equipment defects or failures.
- F. Ability to understand and follow oral and written directions.
- G. Ability to keep accurate maintenance records and logs.
- H. Ability to perform heavy physical labor when necessary.
- I. Ability to establish and maintain cooperative working relationships with subordinates and other City employees.

EXPERIENCE AND TRAINING

Any combination equivalent to experience and training that could likely provide the required knowledge and abilities would be qualifying. A typical way to obtain the knowledge and abilities would be:

Experience:

Four years experience in the repair and maintenance of pumps, compressors, motors and related apparatus. Previous experience in directing the work of persons performing this type of work at a water or wastewater facility is desirable.

Senior Utilities Maintenance Mechanic (con't)

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Training:

Equivalent to graduation from high school. (Additional qualifying experience may be substituted for the required education on a year for year basis.)

LICENSE

Possession of a valid Class C California Driver's License at time of appointment and possession of a valid Class B California Driver's License by completion of probationary period.

PROBATIONARY PERIOD: One Year

331CS95

August 1987

Revised September 1995

AAP GROUP: 17

FPPC STATUS: Non-Designated

FLSA STATUS: Non-Exempt

MLC/nk